

Matching Costs – Volunteers & Land

Average Dollar Value of Volunteer Time

Volunteer hours may be applied to the project at rates appropriate to the skill level of the volunteer and/or the nature of the work being performed. Review “Valuation of Donated Service” guidelines on previous page.

If a grantee is not able to determine the volunteer match value based on the price paid for similar work within their organization, then DCR will accept the Virginia Average Hourly Value as determined by the Virginia Employment Commission. This rate is based on the national dollar value of volunteer time as released by the Independent Sector and posted on their web site, www.independentsector.org. The current web site used for annual updates to the Virginia rate is <http://www.vaservice.org/volunteer/statistics.html>. The Virginia average volunteer value to be used for **adult volunteers** effective for July 2005 through June 2006 is **\$18.04 per hour**. This value includes 12 percent for fringe benefits. The appropriate standard value to be used for **children** and volunteers 16 and younger is the state **minimum wage of \$5.15**.

Value & Requirements for Use of Land as Match

- The reported value of any tract of land used as match, whether acquired or donated, must be substantiated by an approved appraisal done no more than six months prior to the donation or acquisition.
- Property or easements used by private organizations as a match must also be protected by an easement co-held by a public entity. The co-holder of easements for private organizations must be a state agency or a local government jurisdiction.
- The grantee must include conditions to be placed on any acquired easements. This would include but not be limited to terms of the easement, the amount of development permitted (residential/agricultural, etc.) and any allowed or disallowed land management practices.

Optional Forms for Matching Funds

An Appendix with this manual provides several optional forms that may be used by Project Sponsors in reporting match. The use of these forms is entirely optional.

- Match Tracking Form (Excel)
- Match – Letter of Commitment*

*A letter of commitment to verify match contributions toward a DCR grant, which is provided by an organization other than the project sponsor, is typically required for match contributions at or above \$10,000, but may be requested by DCR at anytime and for any amount of match.